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NSN 7540- 01-152-8070 PREVIOUS EDITION UNUSABLE FAR (48 CFR) 53.243

STANDARD FORM 30 Prescribed by GSA (Rev. 10-83)

14. The purposes of this amendment are to (1) delete paragraph (c) in clause ORO H63 Insurance; and (2) delete screener/adjudicator services mentioned in the Section J Attachment A Performance-Based Statement of Work.

Please replace with the following pages.

All other terms and conditions remain unchanged.

The contractor shall provide library services and shall also maintain the Public Reading Room.

The contractor shall control and maintain accountability of classified documents.

The contractor shall provide records management services including records retrieval, retirement and disposal.

The contractor shall record and analyze data and manage databases.

The contractor shall provide information processing and transcription services, data entry, and graphics including presentation boards, and computer based presentation packages but not computer aided design packages.

The contractor shall provide technical editing and writing.

The contractor shall provide routine support to the mission of emergency management system planning and response to emergency exercises and events.

The contractor shall provide payment and travel processing and control services.

The contractor shall provide real estate mapping services.

The contractor shall provide professional quality photographic support. This will include taking photographs and limited development. Work may be performed in the Oak Ridge area and at remote locations.

The contractor shall provide expert personnel security clearance assistance and guidance to ORO, DOE Headquarters and field offices, and other customers. The contractor shall process security clearances, create and maintain dependable personnel security clearance records and systems, provide personnel security clearance data, tracking and control, and quality assurance.

The contractor shall provide security escorts upon request by ORO. The escorts must be knowledgeable of security requirements and the limitations of access by uncleared persons.

The contractor shall provide support for processing requests for foreign travel by DOE and contractor employees, and for visits and assignments by foreign nationals.

The contractor shall provide other administrative office services as required.

The contractor is prohibited from performing any functions which are determined to be inherently governmental functions or personal services. An appropriate level of supervision will be required by the contractor; DOE will not supervise contractor employees.

4.0 **Applicable Documents**

The contractor shall fully comply with all applicable regulations, ORO procedures, and DOE directives. Specific documents will be defined in task orders.

The contractor shall provide substantially equivalent pay and benefits in aggregate based on its company policy.

The contractor shall provide the transitioned employees a medical benefits program with no enrollment waiting period or pre-existing conditions exclusion.

The contractor shall obtain DOE approval prior to backfilling vacant positions.

The contractor shall provide quarterly employment data, payroll and residence data, and other information as specified in the Reporting Requirements.

H.11 ORO H60 OBSERVANCE OF LEGAL HOLIDAYS (SEPT 1999)

- (a) Government personnel observe the listed days as holidays. The Contractor shall conform to holidays observed by the Government and any other day designated by Federal statutes, Executive Orders, or Presidential proclamation: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.
- (b) The Contractor agrees to continue to provide sufficient personnel to perform critical tasks already in operation or scheduled and shall be guided by the instructions issued by the Contracting Officer.

H.12 ORO H63 INSURANCE (SEPT 1999)

(a) Except as provided in subparagraph (b) immediately following, the Contractor shall provide and maintain:

	MOUNT
Worker's compensation \$1	100,000
Employer's liability \$	100,000
Comprehensive general liability \$5 (bodily injury)	500,000 per occurrence
•	\$200,000 per person and \$500,000 per occurrence
Comprehensive automobile \$ liability (property damage)	S20,000 per occurrence

(b) The Contractor may, with the approval of the Contracting Officer, maintain a self-insurance program; provided that, with respect to worker's compensation, the Contractor is qualified pursuant to statutory authority.